<div align="center">

**Woonsocket Technology Subcommittee Meeting**
**March 30, 2016 @ 7:00 p.m.**
**McFee Administration Building, 108 High Street Woonsocket, RI 02895**

</div>

Present: P. McGee, J. Chan-Remka, A. Graham, B. Peryea, M. Sexton, S. Seale, R. Bourget, H. Neil, T. Wheeler, T. Brown, AJ O'Connell

## *Current State of Technology in the School District*

Evaluate and assess the technology needs of the district to make informed purchasing decisions moving forward. Determine classroom and student need based on the immediacy of PARCC and educational support for students. Updated technology is necessary not only for PARCC but also to support appropriate learning. Overall, the technology available to students and staff is limited.

## *District Technology Update and PARCC Testing*

### T. Wheeler - Elementary School Update

Close to 70 projectors and document cameras have been installed into the k-2 classrooms, though updated technology for student use is insufficient and outdated.

Wireless issues are minimal and continue to decrease. The printers are on separate networks. Adding two computer carts at the elementary level may be sufficient to address the need for administering PARCC and provide additional educational support. Moving a cart into a classroom would allow students to do the PARCC testing on laptops in the classroom.

### T. Brown - Middle School Update

The three labs at each middle school are in use all day which leaves a very tight schedule for PARCC testing. One lab at each school is a classroom where a teacher is displaced for one month during testing. He is working hard to prolong the life cycle of the 506 computers at both middle schools. These machines are 6 years old and typically have a life cycle of 3-5 years. The original operating system was 10.6; he is working to bring these MACS to 10.11. PARCC requires minimum standards for testing, which currently requires version 10.7 or more.

### AJ O'Connell – High School Update

The technology team has been piloting some lightweight loaner laptops from a consulting company; these laptops are being distributed to department heads on a trial basis. These laptops are very affordable, under $250, and have quicker internet speed.
The feedback from those who received laptops so far is very positive.

## *Infrastructure*

### Network Drops/Switches

A.J. O'Connell is working on the infrastructure/internet connectivity with multiple vendors to run new network wires. The current network infrastructure is 7-10 yrs. Old. The wire installation is ongoing at the high school and near completion.

The amount of drops needed per building will be determined by how many switches are needed. The need for the wireless switches is contingent on the burden of technology. Switches can be added and upgraded as needed.

## Servers

The goal is to eliminate the servers. Most of the servers are off warranty. The life cycle of a server is 5 years. J. Remka stated servers can be eliminated by going to the google drive. Most of the district is already there. There are different categories of servers. It must be determined how many servers we have, and need, if everything is going to the google drive.

### *Committee Discussion on options/prioritizing needs*

P. McGee said if the technology team can extend the life of the middle school machines he would prefer to do that and start upgrading the technology at the elementary level or high school. He would prefer integrating technology into the classrooms rather than labs.

The machines in the middle school library are from the old school and the browsers cannot be upgraded; the ability to do research is very limited.

There are a total of 24 machines in the library and of those, 9 are being used as search stations.

### *Priorities/Goals*

## Step I – Get reliable laptops for every teachers/staff

P. McGee's goal is for every teacher and support staff (social worker, resource teacher, speech, art, music, etc.) to have a functional laptop by next year, excluding the middle school. Science teachers need laptops first due to STEM scope, online curriculum for k-12 which is all web-based.

## Step II – Determine student needs/integrate curriculum

Formulate a strategic plan to determine exactly what the students need to access curriculum in a variety of ways.  WED is partnering with FUSE RI to incorporate blended learning into the classrooms.

## Goals

Upgrade technology at high school to prepare for PARCC first, followed by elementary. Purchase C.O.W.s for elementary sooner if possible.  The goal is to have the entire WED district ready to take PARCC digitally by FY 17/18. If the district is not entirely ready for off-paper PARCC testing, there is at least a plan in place.

## Technology Budget

B. Peryea would prefer to make big purchases in May/June, to receive items before June 30.  The needs should be determined quickly to plan the budget and timeline for delivery.  A fiscal feasibility study should also be conducted. Integrating curriculum will be discussed further at the next meeting. The next meeting will also address priority status and quantity of needs.

1. Determine need for switches and servers for infrastructure
2. Determine end-user needs and costs
3. Determine final cost to conduct digital PARCC at high school
4. Elementary upgrades to follow

S. Seale's goal is to have benchmarks, visuals and to track achievements and updates.

Motion to adjourn: A. Graham, 2nd: S. Seale
Unanimously approved.

Meeting adjourned at 8:33 p.m.

Respectfully submitted by Linda Houle